

Ledyard Charter School Board of Directors

Board Meeting Minutes

Wednesday, September 11, 2024 | 5:00 P.M. | Meeting [online via Zoom](#)

This meeting was conducted via Zoom. The authority to conduct a public meeting in this manner was granted by Governor Sununu's 12th Executive Order issued on March 23, 2020.

1. Call to Order 5:07 PM

The meeting was called to order by Alison Heller (sitting in for Lucretia Witte) at 5:02 P.M.

Present:, Wendy Kozak, Bethany Solomon, Alison Heller, Katie Bullock, Julie McKenney, Shelby Whittet, Amie Bettle, Ivy Schweitzer

Absent: Lucretia Witte, Ben Beisswenger

A quorum was present.

2. Public Input - none

3. Consent Agenda

[Approve minutes from August 14 meeting](#)

Bethany Solomon made a motion to approve the consent agenda, Ivy Schweitzer seconded the motion. It was approved unanimously.

4. Executive Director's Report

Wendy Kozak provided the director's report and provided the following highlights during the meeting:

State of the Student Body

47 students, 5 new students this last week. Enrolled 4 in just the last 4 days, primarily from Mascoma (girls being bullied). Bethany asked if they need more resources due to the incoming students. However, Wendy believes that kids that are attending LCS with poor academics require more resources.

Community Engagement

In closer contact with other school districts. She completed two big tours meeting the heads of each school and building relationships.

*Leb Fest 9/21/24: tent on green with crafts and activities

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Block Scheduling

Wendy notes that block scheduling is working out wonderfully, which she is somewhat surprised about as it was so quickly deemed a success. There is more hands-on learning and projects, intensive lessons, fewer transitions all of which are resulting in less chaos & more calm. There are fewer students walking the halls and the teachers are very happy about the longer classes which allows them more time for planning and more actual teaching time.

Challenges Regarding Transportation

Transportation for field trips/experiential learning is presenting to be a huge challenge as it is difficult to obtain in the area. Butler Bus let her know that LCS can be canceled even if they can get reservations. Purchasing a 15 person passenger van could be \$50,000. One solution could include increasing their insurance premium to allow school related drivers to assist. Bethany asked if we could obtain a grant for transportation. Wendy said anything is a possibility. She would like a quicker solution but she will consider reconfiguring the budget to accommodate the purchase of transport.

School Lunch Program

She did not realize it would be such a huge and intense project. She hopes it will be complete soon. It is software heavy, and tedious. Soon they can be considered a USDA approved school lunch program.

Transitioning New Students

17 new students, and a difficult transition for the community

Grants

Wendy stated that she applied for a \$15k Community Grant and for a \$5k Winter Outdoor Leadership Program, (which is actually primarily for clothing).

Teacher Certification

Two LCS teachers working on obtaining certification. LCS will pay the portion (½ cost) for the tuition. Marianne St. Laurant is going to be obtaining her certification as well as she will be presenting her portfolio in October.

Questions

Julie McKenny: With 17 new students it changes the vibe of the school and asks if we can do anything to help with the transition. She would like to be helpful and wants everyone to know that we care. Wendy says they have increased the number of assemblies. The continuing students are very welcoming and kind to the new students. A lot of the new students already know each other which makes that transition easier especially since new students are typically not there for behavioral problems.

Alison: The school is looking fantastic. It is welcoming and cozy and warm.

Bethany: says that she would like to see it and Wendy says you are welcome any time.

Wendy says sign up to help out! 11-4pm

Bethany says she would like to sign up but the list is full and she is waiting for sports schedules and timing.

September Newsletter - no comments from Wendy on that other than it will be going out very soon.

5. Building Updates

Rental Space Update

The tenant, Jam and Jelly business, canceled the lease but the tenant did not appear when he was supposed to sign the lease. She heard from the man yesterday and he decided to rent another location. She

found another potential tenant but they want to lease for 3-5 years. Wendy thinks we should keep the ad up and hope for another tenant opportunity. She would not be comfortable signing a long lease due to the need to use the fundraising funds within a reasonable period of time.

Next Steps

Bethany said that the goal is really to renovate earlier rather than later. Summer is best time to renovate so it is not disruptive. Wendy plans to move more quickly on the planning of the elevator install and timing. Julie said that she is grateful to Wendy for moving forward on this project and she will be ready to help with the financial aspect.

6. Finance Report

Wendy Kozak provided the finance report, standing in for Ben Beisswenger

We had a long summer of no money coming in and they had to borrow money from savings and paid back half and will be able to pay back the remainder within the next month

\$126,478 in Savings (LCS owes \$50,000)

\$58,000 in Checking

\$11,000 in USDA Reserve

7. Committee Reports

Experiential Education -- Ivy & Alison

Alison provided the report for their committee.

Their group is working on forming goals, one to include looking at other programs to determine resources they may need, emphasizing a need to connect more. Ivy would be interested in learning what activities were successful so that they could determine what activities to do in the future. She is looking forward to the results of their

Community Engagement -- Shelby & Katie

Katie provided the report for their committee.

Planning the activities and they created a calendar that indicates upcoming events and their progress to include goals for the month and long-term.

Ali asked a question regarding the Leb Fest and who questions should be directed to. Katie said she hasn't been to Leb Fest but will be willing to answer any questions anyone may have. Wendy said that Kaitlyn will be the lead staff member and she can answer questions as well.

Finance -- Ben, Amie & Julie

Ben was not available for this meeting but Julie reported that she will be working with Wendy regarding the financial aspect of renovating the upstairs space and installing the elevator. Amie provided information regarding how the fundraising funds could be deposited in a locked 12-month CD at 4.0% at Mascoma Bank or with the Lending Club with a 10-month high yield CD at 5.1% APY (this is an

online bank). Bethany mentioned that Merrill Lynch, a local branch, has a money market account with a 4.7% APY and the money can be withdrawn as needed.

Strategic Planning -- Lucretia & Bethany

Bethany noted that this is a busy time for her work and Lucretia recently had her baby so not much progress has been made. She was working on a draft for a survey and she is finalizing the details for that.

Alison believes that having the committees is really helping move things along faster for the school.

Wendy said that she was approached by EMS, the Emergent Montessori School The principal wants to merge their school with LCS. She feels that maybe they wanted to avoid becoming a charter school. Ali said that she would be curious to see what they proposed. Wondering about the legal standpoint of adding a private school to a charter. Julie recommended that Wendy forward it to everyone on the board, Wendy agreed and will send it to everyone on the board.

7. Adjournment

The meeting was adjourned at 5:52 P.M.

The next meeting is scheduled for October 9, 2024 at 5:00 PM, via Zoom